

ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris**



16th September 2014

A meeting of the **Town Council** will take place on **Tuesday 23rd September 2014** in the Council Chamber, Council Offices, North Street, Ilminster starting at **19:30 hrs.**

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Meeting Administrator before the meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

The Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

Joy Norris
Town Clerk

AGENDA

- 1. Suspension of Standing Orders**
To suspend standing order 1m, which relates to photographing, recording, broadcasting or transmitting the proceedings.
- 2. Apologies for Absence**
To receive apologies for absence from Councillors unable to attend the meeting.
- 3. Declarations of Interest**
To receive any declarations from Councillors and Officers of interests in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.

4. Minutes

a) To confirm the minutes of the meeting held on **19th August 2014** as a correct record.

(attached))

b) To consider the office Action Plan relating to the Town Council Meetings. (attached)

5. Mayor's Announcements/Engagements

a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements

b) The Mayor and/or the Deputy Mayor attended the following engagements between 19th August 2014 and 23rd September 2014.

- 24th August Party On the Park
- 31st August 2014 – Mayor of Yeovil's Garden Party to raise money for his chosen Charity "The Flying Colours"
- 2nd September 2014 - Ilminster Air Cadet "Final parade evening of Flt Lt Steve Penny"
- 7th September 2014 – "Ticket to Slide" Urban Water slide down A30
- 12th September 2014 – "High Society" Performance by the Crewkerne United Dramatic Operatic Society at the Victoria Hall, Market Square, Crewkerne

6. Police Report

To receive the Ilminster Beat Report for August 2014 (to follow)

7. Reports from District Councillors

To receive reports from District Councillors.

8. Report from County Councillor for Ilminster

To receive reports from the County Councillor Councillors

County Councillor Report August 2014 – Cllr Linda Vjeh (attached)

9. Reports from Representatives on Outside Bodies

To receive reports from Representatives on Outside Bodies; at the time of publishing the agenda the following representatives had indicated they would be reporting.

10. External Auditor's Report for 2013/14

To consider the report from the External Auditor covering the 2013/14 accounts.(attached)

11. Public Participation

To consider amending the Public Participation Scheme so that Planning Applicants or their representative may speak at the Chairman's discretion rather than be limited to 3 minutes.

12. Funfair Use of Land and Facilities

To consider the arrangements and charges e.g. deposit, utilities charges regarding the Funfair's use of land and facilities. (current fair agreement attached)

13. Kiosk on The Rec

To receive an oral report on the opening and initial operation of the kiosk.

14. Future Education Provision In Ilminster

To receive the Mayor's report of her meeting with SSDC and Education Authority representatives.

15. Project Plan

To consider progress on the project plan and whether any changes are necessary.
(attached)

16. Authorisation of Payments and Notification of Virements

The Schedule of Payments for authorisation is attached for Council's approval.
(attached)

17. Clerk's Updates

The following Clerk's Updates have been sent by email since the last Council agenda was published.

Number	Date	Topic
16/14	03.09.14	1. Antiques Roadshow 2. Conservatory / Lounge re-build at The Butts. 3. Office Staff

18. Exclusion of the Press and Public

To consider taking agenda items, 19, 20 & 21 without members of the public and press present, due to the confidential nature of the business to be transacted.

19. Market House

To consider the quotations received for maintenance work to the Market House

20. Hammerhead Land

The Town Clerk to provide an oral update on progress with implementing the Council's instructions regarding the Hammerhead Land

21. The Cemetery – Legal Action

The Town Clerk to provide an oral update on progress with implementing the Council's instructions regarding action in the Small Claims Court.